



1401

MEMORANDUM

FEB 28 2005

From: P. A. Langlois, CAPT
CGPC

To: CAPT Daniel R. MacLeod, President, Reserve CWO Specialty Lateral Screening Panel

Subj: PRECEPT CONVENING A RESERVE CWO LATERAL CHANGE IN SPECIALTY
SCREENING PANEL

Ref: (a) My Memo 1401 of 18FEB05
(b) COMCOGARD PERSCOM Arlington VA 091612Z Dec 04/ALCGPERSCOM 113
(c) COMDT COGARD Washington DC 281605Z Oct 04/ALCOAST 482
(d) COMDT COGARD Washington DC 291240Z Oct 04/ALCOAST 484

1. Cancel reference (a).
2. You are hereby appointed as president of a panel convened to recommend Reserve chief warrant officers (CWOs) for lateral to one of the three new chief warrant officer specialties, per references (b) through (d). The panel will consist of yourself and representatives from the below listed offices:

CDR Kent Bauer, USCGR - Member
LCDR David F. Berliner, USCG - Member
LCDR Annette Tomkins, USCGR - Member
CWO Michael Maher - Member

ENS Bryan Wick, USCG - Non-voting Recorder

3. The Panel shall convene at 0830, 28 February 2005, in Suite 501, Coast Guard Personnel Command, or as soon thereafter as practicable, for the purpose of recommending Reserve CWOs for lateral to the following specialties.

CWO Specialty:

Minimum Required:

Information Systems Manager (ISM)	2
Operations Systems Specialist (OSS)	7
Marine Safety Specialist (MSS)	15

Subj: PRECEPT CONVENING A CWO SPECIALTY LATERAL SCREENING PANEL

4. The panel shall consider participants in order using the following precedence, as well as the criteria of enclosure (1). Individual candidates are listed in enclosure (2) to this memo:

(a) **Reserve CWOs serving in specialties and billets eligible for lateral:**

- (1) **Reserve CWOs serving in the COMM specialty:** Reserve COMM warrants in an active status must either be designated ISM or OSS. Reserve COMMs not recommended for the ISM specialty will be designated OSS per reference (d).
- (2) **Reserve CWOs in Marine Safety billets:** Reserve CWOs currently serving in a Marine Safety billet shall be considered for designation in the MSS specialty. Reserve CWOs in this group who are not recommended for the MSS specialty will remain in their present specialty.

- (b) **Other Reserve CWOs who request lateral to a new specialty:** All other Reserve CWOs, who are not described above and who applied per reference (b), may be considered for lateral one of the new specialties.

5. Although the panel shall review applicants using the above listed precedence, the following criteria shall be used to determine the best-suited candidates for each specialty.

- (a) **Information Systems Management (ISM):** ISM warrant officers are technical specialists in all areas of information systems. They serve in command, control and communication, computer, and information technology (C4IT) positions as information systems security officers, electronic support unit (ESU) staff officers, telecommunications/IT support staff officers at a variety of headquarters offices and other shore units. They are instrumental in the development and supervision of information systems and the enforcement of all information security policy and computer system requirements. Some of the specific areas of responsibility include hardware development, modification and implementation of application servers, software releases, network hardware (routers, switches, local and wide area networks, etc.), and organizational information systems standardization, LANS, WANS, and encryption devices. They also assist with the DoD Information Technology Security Certification and Accreditation Process (DITSCAP) of network and computer systems, provide IT guidance on large acquisition projects, and organize and supervise personnel working in information systems areas including information systems server system management, exchange server management, network management, telephony system management, information assurance, systems security, and general system support and administration.
- (b) **Operations Systems Specialists (OSS):** OSS warrant officers are operational and technical specialists in the fields of security, surface operations, and C4I systems. They serve as command security officers, and assistant operations officers, and are experts in C4I systems capabilities, limitations, and reliability. They organize and supervise personnel in sector command centers and provide technical advice and information

Subj: PRECEPT CONVENING A CWO SPECIALTY LATERAL SCREENING PANEL

concerning physical and personnel security practices. They also advise commands on the proper methods of maintaining the Coast Guard's common operating picture.

- (c) Marine Safety Specialist (MSS): MSS warrant officers are technical specialists in the fields of vessel inspection, casualty investigation, pollution mitigation and waterways management. They serve in a variety of roles including, but not limited to: marine inspectors, port state control officers, contingency planners, marine investigators, pollution investigators, federal on-scene coordinator (FOSC) representatives, and federal maritime security coordinator (FMSC) representatives. They also conduct and supervise personnel in ship/facility safety and security inspections, casualty investigations and pollution incident preparation abatement and mitigation operations.

6. Members of the Panel shall swear or affirm that they will, without prejudice or partiality, and having in view both the special fitness of officers and the efficiency of the Coast Guard, perform the duties imposed upon them. Your tasking is to recommend those personnel who, in your opinion, are best-suited to lateral to the new specialties. In addition to the above guidance, the Panel should consider the factors explained in enclosure (1), as you evaluate the records.

7. The Panel shall submit a report in writing signed by all members of the Panel. The Panel shall be sworn, and except for the report of this Panel, the proceedings of the Panel shall not be disclosed to any person not a member of the Panel. You will direct the members of the Panel that their recommendations shall be kept confidential until the report is approved by Commander, Coast Guard Personnel Command and selections are released to the Service at large.

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Encl: (1) Commandant's Guidance to Officer Selection Boards
(2) Reserve CWO Candidate Listing by Category